



April 11, 2024

Board of Directors  
**American Bus Association Foundation**  
111 K Street NE, 9<sup>th</sup> Floor  
Washington, DC 20002-8110

In planning and performing our audit of the financial statements of **American Bus Association Foundation** (the Foundation) as of and for the year ended December 31, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the Foundation's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Foundation's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Association's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **CURRENT YEAR COMMENT**

The following comment is not considered an internal control deficiency, but an opportunity to strengthen internal controls, improve financial reporting, and/or enhance operating efficiencies.

#### **1. Review of Aged Receivables and Related Allowance (Best Practice Recommendation)**

*Observation:* A review of an aged accounts and pledges receivable trial balance revealed a large portion of the outstanding accounts to have old balances, the collectability of which appears to be considered doubtful.

*Recommendation:* We recommend that the Foundation review its outstanding accounts and pledges receivable, with consideration given to changes in the economic environment, and evaluate the collectability of such accounts. For those accounts for which collection is ultimately deemed unlikely, we recommend writing off their balances.

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**Management Comment Letter**  
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This communication is intended solely for the information and use of management, Board of Directors, and others within the Foundation, and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*DeLeon & Stang*

DeLeon & Stang, CPAs and Advisors  
Frederick, Maryland